

~~SECRET~~

OIS Registry

File: O&M 6-7

25 MAR 1982

MEMORANDUM FOR: Executive Officer to the DDA

FROM:

[Redacted]

Director of Information Services

25X1

SUBJECT: DDA Office Directors Conference

REFERENCE: Your multiple addressee memorandum dated 9 March 1982,
same subject (DDA 82-0659)

25X1

1. Re the [Redacted] Conference on 15-16 April, I have no particular topics that I wish to discuss on behalf of OIS. If anyone is interested (I doubt that they would be) and requests such information, I would be pleased to provide an update on OIS and the progress that we have made during the past year as the newest DDA office. Otherwise, I only plan to answer any questions that may arise concerning my area. [Redacted]

25X1

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2. From my own standpoint, I would like to hear a briefing on the status of programs and initiatives in the Office of Communications. This important and highly technical office is a key to the future success of CIA activities around the world. It strikes me that a lot of things are not going particularly well, such as, who runs [Redacted] and whether we will get Congressional approval for the recapitalization program. We hear bits and pieces of discussion at the DDA staff meetings, but most of us have little current knowledge as to what is really going on in Commo. [Redacted]

25X1

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D/OIS:

[Redacted]

(25 Mar 82)

25X1

Distribution:

Original - Addressee

1 - D/OIS Subject (O&M 6-7)

1 - D/OIS Chrono

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ROUTING AND TRANSMITTAL SLIP		Date
		1 1 MAR 1982
TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. C/CRD	<i>[Signature]</i>	11 MAR 82
2. ~~C/TPD~~ OD/OIS		
3. ~~C/RMD~~ SEE ATTACHED FOR		
4. ~~C/RCD~~ RESPONSES - BETH 3/19		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

To 1-4:

The attached EO/DDA memorandum is forwarded for your action. Please forward any suggestions you may have to OD/OIS by COB 19 March.

Att: OIS 82-203

1-2: I RECOGNIZE THAT THESE ARE NOT ISSUES OF BROAD CONCERN IN THE ODA, BUT WE OFFER THE FOLLOWING:

- (1) THE NEED FOR A CENTRAL COMPUTER FILE, OR LINKED FILES, TO CONTROL INFORMATION RELEASE.
- (2) THE NEED ON THE PART OF ALL ODA RECORDS CUSTODIANS TO REDUCE THE QUANTITY OF RECORDS DETERMINED TO BE PERMANENT. (OVER)

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
<i>[Signature]</i>	1206 Ames
Deputy Director of Information Services	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

STAT

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ROUTING AND TRANSMITT SLIP

Suspense

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. C/CRD		
2. C/IPD		
3. C/RMD		
4. C/RCD		
5.		

Action	File	Note and Return
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Att: OIS 82-203

*CRD: Received 3/21**IPD: Nothing to contribute - per telecom w/ Linda 3/11**RCD: Nothing to contribute/no suggestion per Bev W. 3/19 STAT**RMD: Nothing to contribute/no ideas per C/RMD 3/19 STAT*

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Deputy Director of Information Services	1206 Ames
	Phone No.

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OPTIONAL FORM 41 (Rev. 7-76)
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FPMR (41 CFR) 101-11.206

☆ GPO : 1980 O - 311-156 (17)

DD/OIS: (11 Mar 1982)

Distribution:

- Original YRS - Addressee w/att
- 1 - Each additional adse w/att
- 1 - D/OIS Subject w/att

Att: Multiple addressee memorandum from EO/DDA dated 9 March 1982; Subject: DDA Office Directors Conference (DDA 82-0659)

ROUTING AND TRANSMITTAL SLIP		Date
		10 MAR 1982
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.	DD/OIS	Bgc 3/11
2.	D/OIS	CS 3/12
3.	<i>Yvonne</i>	
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		
SUGGESTIONS DUE: <u>26 MARCH</u>		

Please bring this back to me by 22 March for comment.

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

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2. C/IPD		
3. C/RMD		
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Att: OIS 82-203

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Deputy Director of Information Services	1206 Ames
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82-203

DDA 82-0659

9 MAR 1982

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Information Services
Director of Logistics
Director of Medical Services
Director of Security
Director of Training and Education
Special Support Assistant to the DDA
Information Handling Systems Architect
Career Management Officer, DDA
Equal Employment Opportunity Officer, DDA
Chief, Safety Staff

FROM:


Executive Officer to the DDA

STAT

SUBJECT: DDA Office Directors Conference

1. As you are aware, Brushwood has been reserved for the DDA Office Directors Conference from 1200 hours, 15 April until 1200 hours, 16 April.

2. We solicit any topics which you might wish to discuss at the conference. I would appreciate receiving your suggestions by 26 March so they may be reviewed, consolidated and incorporated into an agenda.

3. We are not planning to invite any participants outside of the directorate.



STAT